Goal 4 Resource Team Meeting: July 12, 2007

Present: Leslie Anderson, Jennifer Boyden, Kim Ware for Sherry Confer, Sanford Hostetter, Michelle Johnson, David McGinnis, David Mix, Lee Price, Cynthia Smith, Cathy Starling, Cheri Stierer, Teja Stokes, Margaret Walsh, Kristin Burhop and the new MFP project director. Absent 14 members.

Objective/Topic	Strategies	Discussion/Comments	Next Steps
Design IT applications that will support program practices and processes that are person-centered and enable individuals to direct their own services	Study the development of a web-based individual budgeting (IB) system	Reviewed global activities for this goal and PATH details. Initial sub-group members identified. Teja Stokes, Chair	Sub-group will not meet until Goal 2 provides initial steps.
Transform the Office of Mental Retardation Information Technology by designing and developing a web-based application to improve and streamline MR Waiver services for individuals and their families	Decision on whether to develop a program or to purchase current software program and tweak it from current vendor.	Reviewed global activities for this goal and PATH details. Karen and staff working with current vendor will report on progress next meeting. Discussed the need for IT direction and collaboration. Initial sub-group members identified. Cheri Stierer, Chair	Meet with case managers, providers, individuals, family members, OMR preauthorization staff, enrollment/waitlist staff, and DMAS to identify current inefficiencies in enrollment, waitlist submission, and preauthorization of the MR and Day Support Waivers. Sub-group will meet by September 1st.
Use Integrated Systems to Monitor the Services Rendered. Develop a Critical Incident Recording Systems (CIMRS)	All necessary agencies and stakeholders are represented – begin with DSS, DMHMRSAS, DMAS, DSS, VOPA, but include others as appropriate	Reviewed global activities for this goal and PATH details. Discussion about the need to identify required information from all agencies and search for commonalities. Initial sub-group members identified and expanded. Karen Lawson, Chair Initial tasks identified	Sub-group will meet by September 1st. Meet to begin items in committee list.
Evaluation	Process evaluation- an evaluation of our work and implementation steps	Thomson Consulting- Beth Jackson will be working with us	
	Outcome evaluation – Measurable items, products and accomplishments for the grant		
Next Full Group Mtg - September 13 th, Henrico CSB East Center (off of Laburnam) Wing 23 Conf. Room 1:00-3:45 p.m.			
Agenda: Review of sub group progress and other updates.			